

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

JANUARY 13, 2025

20

The Miami Township Board of Trustees met in a Work Session on Monday, January 13, 2025 at 7:00 p.m. at the Miami Township Civic Center. Chairperson Mark Schulte called the meeting to order and led the Pledge of Allegiance.

ROLL

Mr. Eric Ferry called the roll. Attending were Trustees Mary Makley Wolff, Ken Tracy, and Mark Schulte. Also attending were Township Administrator Steve Kelly, and Attorney Joseph Braun.

PRESENTATION

Mr. Joe Kramer of the Schueler Group presented on the new Rise development off of Route 50. The development will feature 8 initial buildings, with the intention of doubling in size in the near future. Several access improvements are planned for the area to accommodate new business in the area. There will be no tax liability for the Township. The rear of the development offers potential for future residential use.

Administrator Steve Kelly called the Township's Bond Council to the stand. Brenda Weemer discussed the TIF agreement related to the project. According to Ms. Weemer, the TIF off the Rise development and incoming C-Store will likely be enough to cover the cost of road improvements in the area. Final numbers are not yet available, but the moving parts of the project should come together by the March Board meetings so that construction can begin in the spring/summer of 2025.

AGENDA ITEM #1 — PERSONNEL

Administrator Steve Kelly recommended the following action for personnel:

Service Department

- Approve the retirement of Tom McNary from the position of part-time Service Worker effective December 31, 2024. We would like to thank Tom for his time serving the community in Miami Township!
- Promote Gage Pettit to the position of Maintenance Worker 3-1 with an hourly rate of \$29.30 effective January 03, 2025.

Recreation Department

- Accept the resignation of part-time recreation employees, Ella Sizemore and Lyndon Williams, effective December 31, 2024.

Fire Department

- Promote Keilin Hall to the position of part-time Firefighter/Paramedic with the hourly rate of \$23.00 effective December 20, 2024.

Police Department

- Approve the retirement of Ted Swain from the position of Police Lieutenant effective January 31, 2025. We would like to thank Ted for over 29 years of service to the community in Miami Township!

Mr. Tracy made a motion to accept the personnel recommendations as stated, seconded by Mary Wolff. All voted "AYE."

AGENDA ITEM #2 — ENTERPRISE VEHICLE ORDER

Mr. Kelly informed the Board that as a result of the Township's agreement with Enterprise Fleet Management for the leasing of various types of vehicles used, the first list of vehicles to be traded in and/or resold and replaced has been created. In an effort to avoid delays due to long delivery times, the Township must submit its lease requests as soon as possible.

Held JANUARY 13, 2025 at 20

Mr. Kelly provided the Board with a list of quoted replacements. Mr. Ferry clarified with Mr. Kelly that the costs shown would be for new vehicles. Mr. Kelly stated that value received for the older vehicles will be determined at trade-in.

| Year | Make | Model | Series | Lease Cost Estimate |
|------|-----------|------------------|--|---------------------|
| 2007 | Ford | F-150 | XLT 4x4 Styleside 5.6 ft box 138.8 in. WB | \$1,004.52 |
| 2004 | Ford | Ranger | XLT 4.0L Value 2dr 4x4 Super Cab Styleside 5.75 ft. box 125.7 in. WB | \$804.09 |
| 2007 | Ford | Ranger | XL 2dr 4x2 Regular Cab Styleside 6 ft. box 111.6 in. WB | \$589.65 |
| 2007 | Ford | E-150 | Commercial Cargo Van | \$898.06 |
| 2008 | Chevrolet | Silverado 3500HD | LT1 4x4 Extended Cab 8 ft. box 157.5 in WB SRW | \$1,007.23 |
| 2009 | Chevrolet | Tahoe | Special Services 4x4 | \$1,000.21 |
| 2009 | Chevrolet | Tahoe | Special Services 4x4 | \$990.69 |
| 2011 | Ford | F-250 | XL 4x4 SD Super Cab 6.75 ft. box 142 in. WB SRW | \$913.00 |
| 2015 | Chevrolet | Tahoe | Special Service Vehicle 4x4 | \$1,276.58 |
| 2015 | GMC | Sierra 2500HD | Base 4x4 Double Cab 6.6 ft. box 144.2 in. WB | \$954.36 |

Mr. Tracy asked about the lease agreement lengths. Mr. Kelly stated that these vary but can be cancelled at any time. Mr. Ferry asked if the costs were monthly, to which Mr. Kelly agreed. Service is also included in the pricing.

Mr. Ferry stated that the costs shown would equate to about \$100,000.00 a year and asked if this would be more than if we just bought the vehicles. Mr. Kelly stated that the volume of vehicles is important to consider, as trading in this many vehicles at one time will aid in maximizing trade-in value and offsetting costs.

Mr. Tracy emphasized that this could become a long-term cost for the Township if we were to bail out, because we would then need to buy the vehicles. Mr. Schulte interjected that the idea back in October when the agreement was approved, was that we would get more trade-in value for younger vehicles while saving on maintenance costs for those vehicles.

Mr. Tracy expressed concern that dealing in such large numbers of vehicles could end up hurting the Township if we were to exit the agreement. Mr. Schulte stated that it could, but that a large number of vehicles was agreed upon back in 2024, in order to increase trade-in value. Mr. Kelly recalled that during initial discussions and planning, the fleet of vehicles chosen annually over the next 5 years would ultimately yield most benefits toward years 5-10 of the program. Quarterly meetings with Enterprise will ensure we are closely monitoring costs and benefits, as well as choosing the correct vehicles to replace.

No action was taken at this time, and the request will be brought back at the next business meeting.

AGENDA ITEM #3 — NETWORK IT PROJECTS

Mr. Kelly presented a request to move forward with several network IT projects that encompass Phase III of a multi-year (2023-2025) project to bolster the firewall security and wireless connectivity of all our facilities and connected devices. Services and costs were broken down as follows:

Cost breakdown:

- Software and Hardware devices = \$97,408.63
 - Professional Services = \$23,618.75
 - Cabling Services = \$11,737.00
 - Server Warranty Renewals = \$5,500.00
- Total requested amount for the Phase III projects = \$138,264.38

Quotes and supporting documentation were provided, and no action was taken at this time. The request will be brought back for consideration at the next business meeting.

AGENDA ITEM #4 — JOB DESCRIPTIONS

Mrs. Asher, HR Director, introduced a request to update the job descriptions for positions in the Fire Department (Fire Safety Inspector) and Community Development (Student Co-Op).

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held JANUARY 13, 2025 20

After a routine review, it was found that the current descriptions need to be revised to reflect changes in job requirements. These positions are currently held by Miami Township employees.

Changes included changes to outdated software references, formatting and changes in duties.

The descriptions were provided for review, and no action was taken at this time. The request will be brought back to the next business meeting.

AGENDA ITEM #5 — PD VEHICLE UPFITTING

Chief of Police Rob Hirsch discussed the Police Department’s need to have two marked and two unmarked Ford Explorers upfitted in order to work properly as police cruisers. The necessary lights, speakers, mounts, bumpers, rear seats, cargo boxes, and radar units would require a total cost of \$42,516.00 for the marked cruisers. Costs to upfit the unmarked cruisers with a radio charger, antenna, and other emergency equipment comes to \$8,047.30, for a total cost of \$50,563.30, which was a budgeted item for 2025.

No action was taken at this time, and the request will be brought back to the next business meeting.

AGENDA ITEM #6 — GFOA CONFERENCE

Mr. Kelly introduced a request from Kelly Flanigan, Finance Director, to travel to and attend the annual Government Finance Officers Association (GFOA) conference at the Walter E. Washington Convention Center in Washington DC. Quotes and supporting documentation were provided for review, at a total estimated cost of \$2,120.00.

The request will be brought back for approval at the next business meeting.

AGENDA ITEM # 7 — PD CIRCUIT PANEL REPLACEMENT

Chief Hirsch discussed the recent discovery of a circuit panel needing replacement. According to Hirsch, the panel has been deemed a fire hazard as it was manufactured by Federal Pacific Electric. Federal Pacific Electric circuit panels have a high risk for unexpected circuit breaker failure, which can lead to overheating and fire. They are considered defective and unsafe by inspectors, electricians, and insurance companies.

A quote from Kraft Electric was presented to replace the old panel with two new panels at a cost of \$4,375.00 for all parts and labor.

No action was required at this time, and the request will be brought back for final approval at the next business meeting.

AGENDA ITEM #8 — PUCO GRANT

Director Jason Peng of the Fire Department introduced a request to utilize the Public Utilities Commission of Ohio (PUCO) grant funds awarded in 2024 for hazardous materials training. The \$10,350.00 award will be utilized to conduct hazardous material operations training by June 30, 2025. According to Jetter, the Fire Department will cover the course expenses upfront and subsequently seek reimbursement from PUCO.

No action was required at this time, and the request will be brought back for final approval at the next business meeting.

AGENDA ITEM #9 — CAB AND CHASSIS PURCHASE

Service Director Chris Burdsall discussed the need for the Service Department to purchase a new salt truck, as was budgeted for 2025 in keeping with its regular vehicle replacement plan.

The 2005 International salt truck currently has over 9000 hours and was removed from active service due to major engine issues. The engine needs to be overhauled, cylinder head replaced, and turbo replaced. The frame is heavily rusted, and all the tanks are

Held JANUARY 13, 2025 2025

beginning to leak from rust holes. The Service Department plans to surplus this truck through GovDeals.

Burdsall provided a quote from Sourcewell at a cost of \$106,736.00.

No action was taken at this time, and the request will be brought back for approval at the next business meeting.

AGENDA ITEM #10 — WHOLE BLOOD PROGRAM

Director Peng introduced the Fire Department’s request to implement a Pre-Hospital Whole Blood Program for Miami Township Fire and EMS.

Peng emphasized that the program is a critical advancement, allowing for better patient outcomes, and aligns with the latest best practices in emergency medicine. The blood carried would be universal blood. Costs were broken down as follows:

COST

The funding requirements for the program include and are earmarked in our Capital Budget:

- Blood Refrigerator = \$5,426.73 (est. cost – quote currently unavailable)
- Blood Warming Unit = \$3,560.99
- Portable Blood Cooler = \$769.99
- Blood Tubing = \$1,942.38*
- Units of Blood (x2) = \$1,800.00 (awaiting a quote from the Blood Bank)

TOTAL PROGRAM COST = \$13,500.09

*Item reflects the combined cost of line items two and three in quote

Mr. Tracy asked if our EMS personnel are trained to provide this service, and Mr. Peng answered that they would be trained to administer blood this year upon approval of the program, and Miami Township would be the first Fire Department in Southwest Ohio to implement this new scope of care. According to Peng, our personnel can already recognize when a patient needs blood, so training them to administer it would be a simple process.

The request will be brought back for approval at the next business meeting.

AGENDA ITEM #11 — 2025 STREET RESURFACING LIST

Mr. Burdsall discussed the new street resurfacing list for 2025, including 8.44 miles of street, which is about 1 mile more than the department resurfaced in 2024. The department anticipates less curb replacement this year, allowing for more resurfacing. Mr. Burdsall provided the list for review and provided two streets as alternates in the event the actual bid prices allow for further resurfacing. In the event that bids are returned with the ability to complete the alternate streets, the Township would be able to complete 9.16 miles of streets.

The request will be brought back for approval at the next business meeting.

AGENDA ITEM #12 — CONNECTOR BOAT DIRECT SALE

Director Peng introduced the Fire Department’s request to sell its rescue boat, motor, and trailer to the Ripley (Ohio) Fire Department for \$11,500.00.

Resolution 2024-047, approved by the Board on November 04, 2024, authorized the disposal of the rescue boat via auction. In November, the boat was listed on GovDeals with a reserve price of \$14,000.00 but only received a highest bid of \$10,500.00. During the auction, the Ripley Fire Department contacted our department and expressed interest, offering \$11,500.00, exceeding the highest bid received. According to Peng, relisting the boat on GovDeals is unlikely to yield a higher offer, and a direct sale benefits both parties.

The request will be brought back for approval at the next business meeting.

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

JANUARY 13, 2025

20

AGENDA ITEM #13 — FAST25 TRAINING

Director Peng introduced a request to send Daniel Knapke, Daniel Lohbeck, Ross Pawlak, Michael Ramsey and Mike Tankersley to attend the FAST25 Pre-Hospital and Critical Care Transport Medicine Event in Lexington, Kentucky, May 19-21, 2025 at a total estimated cost of \$3,725.00.

The request will be brought back for approval at the next business meeting.

ADD ONS**AGENDA ITEM #14 — OHIO MUNICIPAL LEAGUE SUPPORT**

Mr. Kelly discussed a recent request from the Ohio Municipal League for local jurisdictions to garner support for their opposition to a request that AT&T has filed with the Public Utilities Commission of Ohio which would "require any municipalities in which AT&T is located in the municipality's right-of way to pay the full cost of any relocation or undergrounding of AT&T's facilities, regardless of the reason for the relocation."

Mr. Joe Braun, Law Director, reminded the Board that if this tariff change were to become effective, it would force the Township and all other municipalities in Ohio to pay for the movement of utility lines in our right of ways whenever this is needed, such as for new development, and could have significant financial impact on the Township projects as time progresses. Mr. Braun stated that if the proposed changes were to go through, a resolution from the Township would allow us to intervene in the action and be named as a party to any future litigation. As of now, supporting the Ohio Municipal League with a resolution does not carry a cost to the Township. However, the Township may want to participate and contribute to outside counsel efforts to fight AT&T's request, should it become effective.

Mary Wolff made a motion to adopt Resolution 2025-01, a resolution supporting the Ohio Municipal League's challenge of AT&T's tariff application at the Public Utilities Commission of Ohio, dispensing with a second reading and declaring an emergency.

Mr. Tracy seconded the motion. Upon roll call, all voted "AYE."

PUBLIC COMMENT

None.

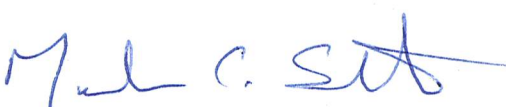
EXECUTIVE SESSION

Mr. Tracy made a motion to enter executive session. Mary Wolff seconded the motion. All voted "AYE." Mr. Tracy made a motion to exit executive session. Mary Wolff seconded the motion. All voted "AYE."

The meeting was adjourned at 9:00 p.m. on January 13, 2025.

ATTEST:


Eric C. Ferry, Fiscal Officer


Mark Schulte, Chairperson